



## CHANGE OF OCCUPANCY CHECKLIST

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270  
(360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Monday - Friday 7:30 AM - 4:00 PM

A change of occupancy may include:

- Commercial classification change
- Residential classification change

*The following is a list of possible requirements for a Change of Occupancy. Please check with the applicable departments to determine which requirements apply to your project.*

### Planning Department Requirements

- ☐ Verify zoning and permitted uses with the Planning Department. Zoning \_\_\_\_.
- ☐ Development standards: setbacks, height, impervious area, etc. (MMC 22C.010-020)
- ☐ Design requirements, if applicable (MMC 22C.010.290 or 22C.020.250)
- ☐ Landscaping standards (MMC 22C.120)
- ☐ Off-street parking requirements (MMC 22C.130)
- ☐ Sign requirements (MMC 22C.160)

### Building Department Requirements

- ☐ Building, plumbing, mechanical, electrical, etc. requirements

### Engineering Department Requirements

- ☐ Frontage improvements: curb, gutter, sidewalk, etc. (MMC 12.02A.090)
- ☐ Dedication of right-of-way (MMC 12.02A.110)
- ☐ Access requirements (MMC 12.02A.100)
- ☐ Drainage requirements (MMC 14.15)

### Utility Department Requirements

- ☐ Sewer and water connection, capital facility fees (MMC 14.01)